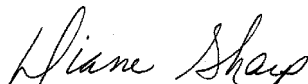


**For:** State and County Offices

**APSS Instructions for Recording 2<sup>nd</sup> Wool and Mohair Market Loss Assistance  
Program (WAMLAP-II) Applications Using Software in County Release No. 457**

**Approved by:** Acting Deputy Administrator, Farm Programs



## 1 Overview

### A

#### Background

The Agriculture, Rural Development, Food and Drug Administration, and Related Agencies Appropriations Act of 2001 provides for a 2<sup>nd</sup> Wool and Mohair Market Loss Assistance Program (WAMLAP-II) where the Secretary of Agriculture shall use funds of the Commodity Credit Corporation to make payments to wool and mohair producers for wool and mohair produced and shorn during the 2000 marketing year.

**Important:** After County Offices install County Release No. 458, both WAMLAP-I and WAMLAP-II software versions are functional. The programs are distinctly different in that WAMLAP-I involves application recordings and payments in one real-time function, whereas WAMLAP-II software currently allows only for application recordings and for future upload of that data to KC-ITSDO for calculation of a nation “factored” payment rate. Any WAMLAP-II applications that have been mistakenly processed through WAMLAP-I software must be corrected and re-entered. A future PS notice will address this issue.

### B

#### Purpose and Release Schedule

This notice provides APSS instructions for **WAMLAP-II** for:

- recording, modifying, and deleting applications before upload to KC-ITSDO
- printing application summary reports at the County Office level.

Disposal Date	Distribution
April 1, 2002	State Offices; States Offices relay to County Offices

## Notice PS-393

### 2 Basic Information

---

#### A

##### Electronic Application Form

The WAMLAP-II application, CCC-1155, is available to the general public electronically from the PSD website at <http://www.fsa.usda.gov/dafp/psd/>. From the PSD Home Page, select “Forms” to access CCC-1155.

---

#### B

##### Basic Facts

WAMLAP-II:

- program year is “01”
  - total funds available for program payments after adjustment for a “reserve” is **\$19,000,000**
  - allows for entry of, at the producer’s choice, **wool** or **mohair** marketings for **2000**
  - production shall be recorded in **whole** pounds
  - application data shall be recorded in APSS by County Offices, then uploaded to the KC-ITSDO-based mainframe for calculation of a “factored” payment rate of **40 cents or less**
  - after the “factored” payment rate is provided to County Offices by download, payments can be processed either as **CCC-184** or **EFT**.
- 

Continued on the next page

## 2 Basic Information (Continued)

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### C

#### Program Codes

WAMLAP-II automated program codes for **wool** are:

- “01WAMLAP2W” for disbursements
- “01WAMLAP2W” for collections
- “01WAMLAP2W” for assignments with a waiver.

WAMLAP-II codes for **mohair** are:

- “01WAMLAP2M” for disbursements
  - “01WAMLAP2M” for collections
  - “01WAMLAP2M” for assignments with a waiver.
- 

### D

#### APSS Processing

WAMLAP-II application data:

- shall be entered, modified, or deleted in APSS by County Offices, and then “system-stored” at the County Office level until triggered for upload
- will be uploaded to KC-ITSDO by a “trigger mechanism” that will be broadcast to County Offices as determined by PSD and KC-ITSDO
- **cannot** be entered, modified, or deleted after data is uploaded to KC-ITSDO, except as provided below.

**Important:** After nationwide WAMLAP-II data has been uploaded to KC-ITSDO, but before determining the national factor:

- failed transmissions will be corrected
  - KC-ITSDO will perform unanticipated file corrections
  - PSD may authorize late data entries or deletions.
-

## Notice PS-393

### 3 Getting Started With WAMLAP-II Processing

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#### A

#### Accessing WAMLAP-II

Follow this table to access WAMLAP-II Processing Menu PWB000.

**Reminder:** After County Offices install County Release No. 458, both WAMLAP-I and WAMLAP-II software versions are functional. See subparagraph 1 A.

Step	Action	Result
1	On Application Selection Menu FAX07001: <ul style="list-style-type: none"><li>ENTER "13", "Price Support"</li><li>PRESS "Enter".</li></ul>	Price Support Main Menu PCA005 will be displayed.
2	On Menu PCA005: <ul style="list-style-type: none"><li>ENTER "10", "Perform Special Functions"</li><li>PRESS "Enter".</li></ul>	Special Price Support Functions Processing Menu PCA000 will be displayed.
3	On Menu PCA000: <ul style="list-style-type: none"><li>ENTER "5", "Perform Wool and Mohair Market Loss Assistance (WAMLAP) Functions"</li><li>PRESS "Enter".</li></ul>	WAMLAP Processing Menu PWA005 will be displayed and allow users to select either: <ul style="list-style-type: none"><li>WAMLAP-I Menu PWA000</li><li>WAMLAP-II Menu PWB000.</li></ul>
4	On Menu PWA005: <ul style="list-style-type: none"><li>ENTER "2", "Perform Wool and Mohair Loss Assistance Program (WAMLAP-II) Functions"</li><li>PRESS "Enter".</li></ul>	WAMLAP-II Processing Menu PWB000 will be displayed.

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Continued on the next page

## Notice PS-393

### 3 Getting Started With WAMLAP-II Processing (Continued)

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#### B

#### Menu PWB000

The following is an example of WAMLAP-II Menu PWB000.

```
COMMAND                                PWB000
WOOL AND MOHAIR MARKET LOSS ASSISTANCE PROGRAM II - PROCESSING MENU
-----

  1. Entering and Storing WAMLAP-II Application Data
  2. Delete a WAMLAP-II Application Before Upload
* 3. Issuing WAMLAP-II Payments
* 4. Canceling WAMLAP-II Payables
* 5. Recording WAMLAP-II Overpayments/Underpayments
  6. Print Stored WAMLAP-II Application Summary
* 7. Print Stored WAMLAP-II Payment Statement Data
* 8. Issue Canceled/Failed WAMLAP-II Payments
* 9. Flag Refused WAMLAP-II Payments

21. Return to Application Selection Menu
22. Return to Office Selection Menu
23. Return to Primary Selection Menu
24. Sign Off

Enter option and press the "Enter" key
Cmd3=Previous Menu
```

Installation of County Release No. 457 activates option:

- “1” for entering or modifying WAMLAP-II application data, see paragraphs 4 and 5
- “2” for deleting a WAMLAP-II application before upload, see paragraph 6
- “6” for printing an application summary, see paragraph 7.

Future software releases will activate other options on Menu PWB000.

---

## 4 Entering WAMLAP-II Application Data

## A

## Producer Data

To enter application data, ENTER “1”, “Entering and Storing WAMLAP-II Application Data” on WAMLAP-II Processing Menu PWB000, and PRESS “Enter”. Screen PWB03500 will be displayed and allow the user to identify the contact producer whose data will be entered.

The following is an example of Screen PWB03500.

077-MARTINDALE PWB03500  
WAMLAP-II Version: AA52 03-01-01 14:06 Term C5

---

Enter Contact Producer's Last Name **WOOL** or  
Contact Producer's ID (Numeric) ..... and (Optional) Type (S, I, E or T) . .  
Program Year **2001** **WAMLAP-II** Number .....**New**

Press "Enter" To Continue Cmd3=Previous Menu Cmd7=End of Job

On Screen PWB03500:

- program year “2001” will be system-displayed and cannot be changed
- “WAMLAP-II Number” field will default to “New” for initial application recordings, but also allows for a number entry according to paragraphs 5 and 6
- WAMLAP-II number will be system-assigned and cannot be changed.

After completing entries on Screen PWB03500, PRESS “Enter” and Screen PWB03010 will be displayed.

Continued on the next page

## Notice PS-393

### 4 Entering WAMLAP-II Application Data (Continued)

---

#### B

#### Producer Verification

The following is an example of Screen PWB03010 on which contact producer information will be system-displayed for verification.

WAMLAP-II	077-MARTINDALE	PWB03010
		Version: AA52 03-01-01 14:06 Term C5
Contact Producer's Last Name	<b>WOOL</b>	Producer's ID <b>222 22 2222 S</b>
Program Year <b>2001</b>	<b>WAMLAP-II</b>	Number <b>NEW</b>
Contact Producer's Name	(First Middle Last Suffix)	
	<b>ROBERT WOOL</b>	
Producer's Address	<b>RR 1 BOX 74</b>	
	<b>ORCHARD, ZZ 38950-9603</b>	
Is this the correct producer? (Y or N) . .		
Cmd2=Return to ID Entry Screen Cmd3=Previous Menu Cmd7=End of Job		

After verifying producer information:

- PRESS "Enter"
- Screen PWB01000 will be displayed.

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Continued on the next page

## Notice PS-393

### 4 Entering WAMLAP-II Application Data (Continued)

---

C

#### Multiple Producer Screen PWB01000

The following is an example of Screen PWB01000 that will system-display:

- program year that is hard-coded
- question, “Does this WAMLAP-II Application have multiple producers?”.

SIGN-UP WAMLAP-II	077-MARTINDALE Version: AA52 03-01-01 14:06 Term C5	PWB01000
ROBERT WOOL		PY 01 WAMLAP-II # 1
Wool and Mohair Market Loss Assistance Payment for program year 2001		
Does this WAMLAP-II Application have multiple producers? (Y or N) . .		
Press “Enter” To Continue Cmd7=End of Job		

If the answer is:

- “N”, PRESS “Enter” and Screen PWB10000 will be displayed; go to subparagraph F
- “Y”, PRESS “Enter”, and Screen PWB02000 will be displayed; go to subparagraph D.

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Continued on the next page



## Notice PS-393

### 4 Entering WAMLAP-II Application Data (Continued)

---

#### D Multiple Producers

The following is an example of Screen PWB02000 for recording multiple producers.

SIGN-UP WAMLAP-II	077-MARTINDALE	PWB02000 Version: AA52 03-01-01 14:06 Term C5
ROBERT WOOL		PY 01 WAMLAP-II # 1
Enter the Last Name or ID Number for the producer who will share in the proceeds of this <b>WAMLAP-II</b> .		
Last Name .....		
ID Number (Numeric) .....		
Are there additional producers? (Y or N) . .		
Press "Enter" To Continue    Cmd3=Previous Screen    Cmd7=End of Job		

After all multiple producer entries have been recorded on Screen PWB02000,  
PRESS "Enter" and Screen PWB02500 will be displayed.

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Continued on the next page

## Notice PS-393

### 4 Entering WAMLAP-II Application Data (Continued)

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E

#### Payment Shares and Refused Payments

The following is an example of Screen PWB02500 for:

- recording multiple producer shares
- flagging producers for refused payment.

SIGN-UP WAMLAP-II	077-MARTINDALE	PWB02500 Version: AA52 10-0-00 14:06 Term C5
----------------------	----------------	---

---

ROBERT WOOL	PY 01	WAMLAP	# 1
-------------	-------	--------	-----

Enter each producer's share in this WAMLAP-II as a whole percentage.  
Total WAMLAP-II Percent to be allocated: 100

NAME	PERCENTAGE (%)	REFUSED PYMT
JACK MOHAIR	50	N
ROBERT WOOL	50	N

Press "Enter" To Continue    Cmd3=Previous Screen    Cmd7=End of Job

On Screen PWB02500:

- shares **must** be entered as a whole percentage and total 100 percent
- user can "flag" a producer for refused payment by changing the default flag from "N" to "Y"; that portion of the payment will not be paid to anyone in the future payment process
- after completing entries PRESS "Enter" and Screen PWB10000 will be displayed.

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Continued on the next page

## Notice PS-393

### 4 Entering WAMLAP-II Application Data (Continued)

---

F

#### Recording Production

The following is an example of Screen PWB10000 for entering **either** the wool or mohair production in whole pounds for calendar year **2000**.

**Important:** You cannot enter both wool and mohair in one transaction.

SIGN-UP WAMLAP-II	077-MARTINDALE	PWB10000 Version: AA52 03-01-01 14:06 Term C5
ROBERT WOOL		PY 01 WAMLAP # 1
Enter Wool or Mohair Marketings (production) for only the applicable calendar year in whole pounds:		
<u>Calendar Year</u>	<u>Pounds of Shorn Wool</u>	<u>Pounds of Shorn Mohair</u>
2000	5,000	.....
Press "Enter" To Continue    Cmd3=Previous Screen    Cmd7=End of Job		
<b>You CANNOT enter both... You must enter either Wool or Mohair Pounds.</b>		

After entries and system-calculations have been completed and displayed on Screen PWB10000, PRESS "Enter" and Screen PWB10005 will be displayed.

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Continued on the next page

## Notice PS-393

### 4 Entering WAMLAP-II Application Data (Continued)

---

**G**

**Payment  
Summary Screen**

The following is an example of Screen PWB10005 that will display:

- the applicable calendar year
- the applicable commodity
- the production
- zeros in the payment rate field
- zeros in the payment amount field
- the “hard-coded” statement, “Press ‘Enter’ to store data for upload to KC-ITSDO and to print WAMLAP-II Application/Payment Statement”.

SIGN-UP WAMLAP-II	077-MARTINDALE Version: AA52 03-01-01 14:06 Term C5	PWB10005		
<hr/>				
ROBERT WOOL	PY 01	WAMLAP # 1		
<hr/>				
WAMLAP-II Payment Summary				
<u>Year</u>	<u>Commodity</u>	<u>Production</u>	<u>Payment Rate</u>	<u>Payment Amount</u>
2000	WOOL	5,000	0.00	0.00
 Press “Enter” to store data for upload to KC-ITSDO and to print WAMLAP-II Application/Payment Statement.				
Press “Enter” To Continue    Cmd3=Previous Screen    Cmd7=End of Job				

On Screen PWB10005, PRESS “Enter” to:

- store allowable production data for later upload to KC-ITSDO
- print Application Payment Statement, see subparagraph H.

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Continued on the next page

## Notice PS-393

### 4 Entering WAMLAP-II Application Data (Continued)

#### H

#### Payment Statement

The following is an example of the WAMLAP-II Application Payment Statement. Continuation sheets will be printed automatically at the selected printer until all producers' information has been printed.

U. S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation <b>WAMLAP-II Application/Payment Statement</b>				
Name & Address of Contact	Program	St. & Co. Codes		
<b>ROBERT WOOL RR 1 BOX 74 SOMETOWN, ZZ 33333-3333</b>	<b>WAMLAP-II</b>	<b>68-888</b>		
This WAMLAP-II information will be uploaded to KC-ITSDO for payment rate calculation <b>according</b> to the information provided on form CCC-891 filed by the producer(s) shown below.				
WAMLAP-II Number:	<b>00001</b>			
Payment Year:	<b>2001</b>			
Commodity:	<b>Wool</b>			
Transaction Date:	<b>04/22/01</b>			
Payment Amount:	<b>\$0,000,000.00</b>			
<u>Year</u>	<u>Commodity</u>	<u>Production</u>	<u>Payment Rate</u>	<u>Payment Amount</u>
<b>2001</b>	<b>WOOL</b>	<b>5,000.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
PRODUCER		ID NUMBER	SHARE	WAMLAP-II AMOUNT
ROBERT WOOL		222 22 2222	50 %	\$00.00
JACK MOHAIR		777 77 7777	50 %	\$00.00
[DATE]		NAME & ADDRESS OF COUNTY FSA OFFICE <b>Martindale County FSA Office</b> <b>Box 66, RD # 1</b> <b>Martindale, ZZ 99992-9987</b>		
This program or activity will be conducted on a nondiscriminatory basis without regard to race, color, religion, national origin, age, sex, sexual orientation, marital status, or disability.				

When the payment process ends, WAMLAP-II Processing Menu PWB000 will be redisplayed.

## 5 Modifying WAMLAP-II Application Data Before Upload to KC-ITSDO

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### A Modifying an Application in APSS Before Data Upload

To modify a WAMLAP-II application that has already been recorded in APSS:

- access WAMLAP-II processing Menu PWB000 according to paragraph 3
- select option “1”, “Entering and Storing WAMLAP-II Application Data”, and PRESS “Enter”. Screen PWB03500 will be displayed.

On Screen PWB03500:

- enter “WAMLAP-II Number” to be modified
- PRESS “Enter” and Screen PWB03010 will be displayed for contact producer verification.

After verifying contact producer information, PRESS “Enter” and Screen PWB01000 will be displayed. To modify WAMLAP-II data, follow instructions in subparagraphs 4 C through H.

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## 6 Deleting WAMLAP-II Application Data Before Upload to KC-ITSDO

---

### A Deleting Applications From APSS Before Data Upload

To **delete** a WAMLAP-II application that has already been recorded in APSS:

- access WAMLAP-II processing Menu PWB000 according to paragraph 3
- select option “2”, “Delete a WAMLAP-II Application Before Upload”, and PRESS “Enter”. Screen PWB03500 will be displayed.

On Screen PWB03500:

- enter “WAMLAP-II Number” to be completely **deleted**
- PRESS “Enter” and Screen PWB03010 will be displayed for **contact** producer verification.

After verifying the contact producer on Screen PWB03010, PRESS “Enter” and Screen PWB20000 will be displayed and allow the user to delete the WAMLAP-II Application.

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Continued on the next page

## Notice PS-393

### 6 Deleting WAMLAP-II Application Data Before Upload to KC-ITSDO (Continued)

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#### A Deleting Applications From APSS Before Data Upload (Continued)

The following is an example of Screen PWB20000 that will allow users to **delete** an entire stored WAMLAP-II Application.

SIGN-UP WAMLAP-II	077-MARTINDALE	PWB20000	
Version: AA52 04-12-99 14:06 Term C5			
ROBERT WOOL	PY 01	WAMLAP-II # 1	
Delete WAMLAP-II Data			
Sign-Up Transaction Date . . . . . 04-12-2001			
<u>Year</u>	<u>Production</u>	<u>Payment Rate</u>	<u>Payment Amount</u>
00	5,000 lbs.	\$ 0.00	\$ 0.00
Press "Enter" to <b>DELETE</b> information associated with this WAMLAP-II number.			
Cmd7=End of Job			

On Screen PWB20000, when the user:

- presses "Enter" to **delete** a WAMLAP-II application:
    - an informational Screen PWB00005 will be displayed for about 5 seconds informing the user that the selected application is being **deleted**
    - after the informational screen is displayed, WAMLAP-II Menu PWB000 will be automatically redisplayed and allow for the next transaction
  - selects "Cmd7" to end the job, WAMLAP-II Menu PWB000 will be automatically redisplayed and allow for the next transaction.
-

## 7 Printing County **WAMLAP-II Summary Report for 2001 Payment Year**

---

### A

#### **Printing Summary Report**

To **print** a county WAMLAP-II summary report before or after application data upload, on Menu PWB000, select option “6” and PRESS “Enter”.

A screen will be displayed for the user to select the printer and number of copies.

Another screen will be displayed with the message that the report is being printed on the selected printer.

The **County WAMLAP-II Summary Report for 2001 Payment Year** will be printed with:

- **detail** data, as applicable, for each WAMLAP-II number printed under these headings:
  - WAMLAP-II number
  - transaction (sign up) date
  - date of payment
  - program (WAMLAP-II)
  - producer name (first contact producer, then all others)
  - producer percentage share
  - refused payments
  - production in pounds
  - payment rate, when available
  - total payment amount, when available
- **total** application data for the County Office printed to the right of:
  - total number of WAMLAP-II applications
  - total amount of allowable production.

After the report is printed, WAMLAP-II processing Menu PWB000 will be automatically redisplayed for the next transaction.

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**8 Data Upload to KC-ITSDO, Computing the Payment Rate and Rate Table Download**

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**A**

**WAMLAP-II  
Data Upload and  
Download**

Future PS notices and Information Bulletins will provide information about, and instructions for:

- **upload** of WAMLAP-II application data from County Offices to the KC-ITSDO-based mainframe computer for calculation of the “factored” WAMLAP-II payment **rate**
  - **download** of an WAMLAP-II Payment Rate Table to County Offices to facilitate the processing of WAMLAP-II batch payments
  - processing batch WAMLAP-II payments at the County Office level.
-